

Chapter 10

Description of the Steps to Ensure Direct and Equitable Access

Section 231(c) requires: Each eligible agency receiving funds under Title II shall ensure that (1) all eligible providers have direct and equitable access to apply for grants or contracts under this section; and (2) the same grant or contract announcement process and application process is used for all eligible providers in the State or outlying areas.

10.0 Description of the Steps to Ensure Direct and Equitable Access (Section 224(b)(12))

10.1 Description of Steps

CDE will require all eligible providers for Sections 225 and/or 231 to use the same application and application process, so that these applications can be judged by the same review and scoring criteria. Statewide leadership activities will use CDE contracting procedures to ensure compliance with State contracting requirements.

CDE will contract with the Department of Corrections, Department of Developmental Services, and the California Youth Authority to provide services for institutionalized adults.

CDE uses several steps to ensure that there is direct and equitable access to the grant funds. In order to be eligible for funding consideration, all currently funded providers, public adult schools listed in the current *California Public School Directory*, and all other identified eligible agencies will receive a grant or contract application packet. This includes all known community-based organizations, community colleges, libraries, literacy councils, public housing authorities, and any other provider that is eligible pursuant to Section 203(5).

CDE will publish in the Contract Register and in at least five major newspapers a notice of the availability of funding for any Statewide Leadership activities that are anticipated with Section 223 funding. In addition to the general distribution of the Sections 225 and/or 231 application packets, CDE will post a notice of the availability of funding on the Web site maintained by OTAN. Also, information is distributed at conferences, workshops, and other activities where potential eligible providers are in attendance.

During the initial time frame for the grant or contract application submission process, any Sections 225 and/or 231 eligible agency that contacts CDE with an interest in participating will be provided the information needed. After the initial year, any new interested agency will be added to the list of potential new providers. CDE will send notification of availability of applications to all potential adult education providers prior to the second funding cycle.

CDE regional consultants have a general working knowledge of their regions and know if there is a qualified provider who has not previously participated in federal programs. In these instances, the staff members may make telephone contact to encourage the provider to participate in the program.

CDE believes that these approaches meet the requirements specified in the *Act* and is satisfied that every effort is made to ensure direct and equitable access.

10.2 Notice of Availability

CDE shall ensure that:

- all eligible providers have direct and equitable access to apply for grants or contracts; and
- the same grant or contract announcement process and application or proposal process will be used for all eligible providers in the State (refer to Chapter 6).